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Dear Special Education Director:

The South Dakota Office of Special Education Programs (SEP) is required by the U.S. Department of Education to survey parents of children receiving special education services. SEP must report the collected survey data in Indicator 8: Parent Involvement on the annual State Performance Plan (SPP).

Enclosed you will find your district's SD Parent Surveys and prepaid mailing envelopes addressed to Technical Assistance for Excellence in Special Education (TAESE). The number of surveys your district received was based on the December 2022 child count submitted to the Data Collection office. Your district code is printed on the bottom right-hand corner of the survey. **Please verify that your district code is correct.**

**The survey is also available ONLINE in both English and Spanish.** To access the Spanish version, respondents can click on the  symbol in the upper right corner. Please share the following online link and QR code with your staff and parents:  
<https://survey.alchemer.com/s3/7323513/SDI8>



**SEP asks that your district give an enclosed SD Parent Survey and prepaid mailing envelope, or the online link, to the parent of each student receiving services in your district.** If a parent has more than one child receiving services, they need to fill out a survey for each of their children separately. Paper or online surveys may be completed at each IEP meeting, filled out at school conferences, or mailed/e-mailed to each parent any time during the 2023-2024 school year. Each district is responsible for their plan of when and how the surveys are distributed and completed. SEP requires that districts have a response rate of at least 10% of the parents in their district. SEP will review the demographic representativeness of district respondents by race/ethnicity and disability. Districts should make every effort to encourage survey participation across all student demographic groups. Parents must complete and/or **return the survey by May 31, 2024.**

Districts can also request **paper surveys in the following languages: Spanish, Amharic, Arabic, Creole, Karen, Kuanyama, Nepali, Somali, Swahili, and Tigrinya.** If you need more paper surveys or have any questions, please contact Stacy Holzbauer, Program Specialist, at [stacy.holzbauer@state.sd.us](mailto:stacy.holzbauer@state.sd.us) or 605-295-3441.

If your district has at least ten parents who complete a survey, you will receive a report with your district's survey results. We hope you find the information helpful in making program improvements. The district results will also be publicly reported on the DOE State Performance Plan website.

Thank you for your cooperation in improving partnerships with parents of students with disabilities.

Sincerely,

Division Director of Special Education and Early Learning